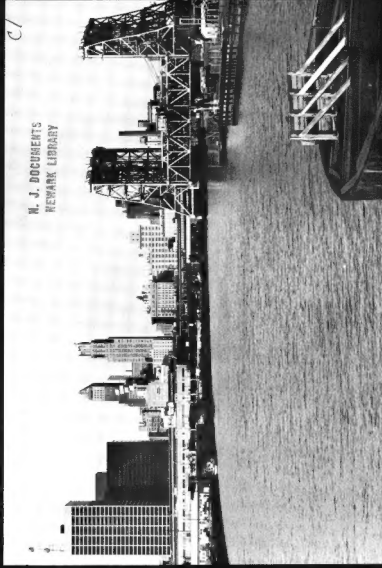


1976 ANNUAL REPORT



NEWARK DEPARTMENT OF HEALTH AND WELFARE



City of Newark

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Municipal Council

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SHARPE JAMES
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Newark

Department of Health and Welfare

JAMES A. BUFORD, M.P.H., Director
Health and Welfare

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DIRECTOR'S STATEMENT

The provision of health and welfare services in Newark is a tremendous undertaking; one which never remains static and is constantly changing to adjust to changes in service needs. Yet these important services are essential to adequately safeguard the well-being of the residents of New Jersey's largest city.

The Newark Department of Health and Welfare has the critical responsibility of managing the delivery of public health, inspections and welfare services to a population of over 382,000 people.

This annual report describes the progress and achievements accomplished during 1976. The essence of this report, I am pleased to note, is that the department has made dramatic, if not historical progress, particularly in the area of medical care organization and delivery.

As we look toward the future, it is imperative that the Department of Health and Welfare continue to develop plans and implement progressive programs designed to advance the effectiveness and quality of health and welfare service available to Newark residents.

James A. Buford, M.P.H.
Director of Health and Welfare

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HEALTH OFFICER'S REPORT

The Newark Division of Health serves as the major provider of Public Health Services for New Jersey's largest city. Newark's size coupled with its social and economic characteristics has contributed to the reputation of a city with chronic health problems. This negative reputation however, was seriously challenged in 1976 when major health indicators showed drastic improvements in the City's health status. Reductions in morbidity and mortality rates over a 10 year period were documented for the City.

I am confident that services offered by the Division of Health played a major role in translating the Mayor's health care priorities and commitments into improvements in service delivery. Among these major reductions over a 5 year period were a 48% drop in the infant mortality rate, a 70% drop in deaths from organic heart disease.

During 1976 the Division of Health has attempted to take Health Care to the communities in which the people reside. Special emphasis was placed on preventive health care and health education. In addition, the Dayton Community Health Center opened its doors and began providing care to a community of over 30,000 people where there are no private physicians offices.





It is our hope that the positive gains which have been made during 1976 can stand the test of time and be sustained and enhanced in the future. Moving toward this goal, the Division of Health will

maintain a vigorous effort to deliver comprehensive and efficient service to the public.

John B. Waller, Jr., Dr.PH
Health Officer

**MAJOR
CAUSES
OF
DEATH**

Occurring
in Newark to
Newark
residents

				
YEAR	ORGANIC HEART DISEASE	CANCER	CONGENITAL DISEASE	PNEUMONIA AND RESPIRATORY
1971	1196	379	266	210
1972	1133	361	143	209
1973	1181	354	143	167
1974	1245	259	111	132
1975	1228	207	79	78
1976	1235	232	132	69

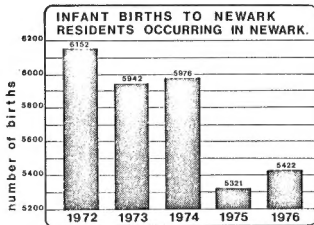
BUREAU OF VITAL STATISTICS

The Bureau of Vital Statistics is responsible for officially recording all births, deaths and marriages which occur in Newark. In addition to the Bureau's record keeping activities, it is also responsible for issuing new and duplicate records to the public.

The data which is collected by this bureau represents vital information which generally describes the health status of the community.

In 1976, a total of 6,609 births, 3,390 deaths, and 2,510 marriages were recorded. Each item of information is appropriately recorded on reference cards and micro-filmed. The original certificates are then sent to the State Health Department in Trenton.

The leading cause of death in Newark in 1976 was organic heart disease. There were 1,861 deaths which represent an increase of 42 deaths in the total recorded for 1975.



BUREAU OF PUBLIC HEALTH LABORATORIES

The Bureau of Public Health Laboratories provides laboratory services for the preventive, diagnostic and therapeutic clinics within the Department of Health and Welfare. Supportive services are also provided for several federal and state funded community health programs under the auspices of the Department of Health and Welfare.

The activities of the Bureau are consistent with the concept of delivering comprehensive health services.

Test performed in the laboratory include those related to chemistry, bacteriology, pathology, and serology. There were a total of 67,226 test performed in 1976.

PUBLIC HEALTH LABORATORY TESTS by category in 1976	
CHEMISTRY	4,043
BACTERIOLOGY	2,821
PATHOLOGY	9,471
SEROLOGY	50,891
Total lab tests	67,226

BUREAU OF HEALTH EDUCATION

The Bureau of Health Education is committed to planning and delivering comprehensive health education services to Newark residents. These services are provided within the following functional framework: program planning and evaluation; community organization; communications; in-service training; consultation; and public relations.

During 1976, the Health Education Bureau made considerable progress towards accomplishing its goal. The Boricua Awareness Program was implemented which was a one year demonstration project aimed at sensitizing Newark's Public Health Nurses to the culture and life-style of the Puerto Rican patients using the Department's clinics.

The Bureau was also able to promote its programs and activities in the Hispanic community by hiring a bi-lingual health educator.

Another major initiative was the sanitary inspector career development program. The Health Education Bureau was instrumental in initiating the plan and setting up the curriculum for the inspectors with the Essex County College Cooperative Education Division.

The Annual Newark Health day was sponsored jointly by the Newark Jaycees and the Health Education Bureau. This program was held for two days in August with the participation of health agencies from Newark and Essex County. Over 1,200 people took advantage of health information, health education and health screening programs.

Realizing the importance of health education, Mayor Gibson appointed a Task Force for the purpose of assessing health education needs and resources within the City. The Mayor's Task Force will play a major role in recommending new approaches to improving and coordinating health education activities in Newark.

BUREAU OF SOCIAL SERVICES

The Bureau of Social Services works with other agencies in arranging for adequate social services for Newark's medically indigent who seek or are referred to services available under the auspices of the Division of Public and Community Health Services. The services include; eligibility determination for the Division's health services, prescription approvals, social services case management and appropriate agency referrals.

During 1976 services have been reduced due to limited staffing within the Bureau. Statistics for this period indicate that: 4,273 interviews were completed; 19,662 prescriptions were approved; 1,906 referrals were reviewed for Dental service; and 158 fieldwork referrals were received.

COMPARISON OF SELECTED SOCIAL SERVICES ACTIVITIES		
ACTIVITIES	1975	1976
Cases for which Rx were approved	20,812	19,667
Cases reviewed for dental service eligibility	2,190	1,906
Field work referrals reviewed	620	158

BUREAU OF MEDICAL HEALTH SERVICES

The Bureau of Medical Health Services continues to provide a wide range of preventive, diagnostic and therapeutic services to the medically indigent and general assistance clients. Services were delivered to approximately 10% (10,000) of the estimated 98,000 eligible population.

The clinics and services which operate under the auspices of the Bureau are the: medical clinic; medical evaluation clinic; diabetic clinic; eye clinic; allergy clinic; skin clinic; cancer service clinic; podiatry clinic; domestic license clinic; and immunization clinic.

Two services which support the clinic's operations and are also part of the Bureau's services are the City Dispensary, Pharmacy and X-Ray Units.

In 1976, there were 19,199 patient-visits to the therapeutic clinics; 7,046 x-rays taken; and 52,077 prescriptions dispensed.

SELECTED CLINICAL SERVICES BY MEDICAL HEALTH SERVICES

CLINIC SERVICES (for 1976) VISITS

Allergy	836
Medical	9,529
Eye	1,979
Metabolic	2,149
Skin	2,688
Medical Evaluation	964
Podiatry	689
Chest Disease	11,866
Venereal Disease	13,525

SELECTED NON-THERAPEUTIC SERVICES BY MEDICAL HEALTH SERVICES FOR 1976

SERVICES	NUMBER
Lead Screening	115
Pap Smears	24
Diabetes Screening	698
Immunizations	3,948
Domestic & Foster Prnt. Scrng.	189
New Employee Exam.	78
Camp Children Exam.	98

BUREAU OF PUBLIC HEALTH NURSING

The Bureau of Public Health Nursing provides a variety of nursing services for the Division of Community Health Services. These services can be categorized under the following functional areas:

1. Bureau of Community Health and Public Health Services
2. District Nursing Services
 - a. Child Health Conferences
 - b. Parochial Schools
 - c. Field and Home Visits
3. Dayton Community Health Center
4. Collaboration with other bureaus and community agencies

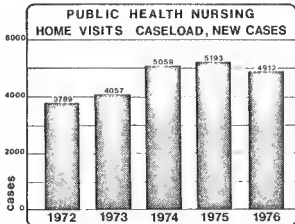
The Bureau was involved in a number of new initiatives in 1976. One major accomplishment was the revision of nursing manuals for the Bureau of Community and Public Health Services, Child Health Conferences, and Field and Home Visits. The nursing staff also participated in the Swine Flu Immunization Program during the months of April, June and November.

Though the number of Child Health Conference locations remained at ten, the total number of session services increased slightly this year. The number of sessions per week remains at seventeen (17). The total attendance was 12,601 in 1976 compared to 11,551 in 1975. It is evident that the presence of the W.I.C. program at some

locations contributed to the increase for 1976.

Nine thousand and sixty-one (9,061) children in twenty-two elementary schools and three high schools in the Newark Parochial School System received health services during the school year 1975-1976. One elementary school terminated its services at the completion of the school year.

Due to a decrease in public health nursing personnel and need to maintain an acceptable level of nursing service in Child Health Conferences, schools and special projects, the number of home visits declined. The Bureau also felt the full impact of the transfer of follow-up visits for the Lead Poison Control Program late in the previous year. Currently, nursing service is given to children with elevated blood lead levels and related problems on a referral basis from the Lead Program.



BUREAU OF CHEST DISEASE

The Bureau of Chest Diseases has responsibility for the control of Tuberculosis in the City of Newark. To carry out this responsibility, the Bureau participates in and coordinates all case-finding and caseholding activities necessary for effective tuberculosis control in Newark. These necessary activities are as follows: diagnostic treatment services; interview and close contact follow-up; follow-up of delinquent patients and patients on preventive treatment; and tuberculosis screening.

During 1976 the Bureau has decentralized diagnostic treatment services and, at the same time, strengthened the administrative coordination of services. The Martland CPC has evolved into the chief diagnostic treatment center for TB in Newark. In addition a city wide preventive therapy index and follow-up program has been established. There has been a reduction in the number of reported TB cases during 1976.

C.H.C. VACCINATIONS AND SCREENING SERVICES	1975	1976
D.P.T. INJECTIONS 1st, 2nd, 3rd. and booster.	3838	3330
ORAL POLIO TRIVALENT 1st, 2nd., 3rd. and booster	3906	3541
VACCINATIONS measles, rubella, smallpox & mumps	1769	1716
SCREENING vision & hearing	109	148

BUREAU OF CHILD HYGIENE

The prime purpose of the Child Hygiene Bureau is the supervision of infants and children from birth to six years of age and retarded children to age thirteen.

This Bureau has been striving to provide each child with the opportunity for optimal physical, intellectual and emotional growth and development necessary for proper child health care. An optimally developing child is more likely to be healthy and productive as an adult.

Well baby child hygiene conferences are held at various locations throughout the City, staffed by physicians and nurses. Child hygiene sessions are planned at regular intervals in accordance with the age, health conditions and needs of the child, with the purpose of providing continuous health supervision for those children who are unable to get such services elsewhere.

The Child Hygiene Bureau has ten Child Health Conference areas strategically located throughout the City. The number of sessions per week is eighteen.

Attendance at the Child Health Conference Stations increased by 10% in 1976 as compared to 1975 patient visits. Part of this increase can be attributed to the presence of the Supplemental Food Program for Women Infant and Children which was located in seven (7) of the ten (10) Child Health Conference sites.

BUREAU OF DENTAL HEALTH SERVICES

The Bureau of Dental Health Services provides preventive, restorative and emergency dental services to Newark's medically indigent population. The Bureau's major emphasis is on the prevention and reduction of dental caries.

In 1976 there were 3,466 children visits and 4,191 adult visits. There was a reduction in the number of dentists and dental assistants which in turn caused a reduction in dental services. The result was an overall 8% drop in the total number of treatments delivered and a 16% drop in the number of doctors employed.

The opening of a new dental clinic in the Dayton Community Health Center marked a very significant accomplishment for the Dental Bureau during 1976. It is anticipated that this will be a turning point in the dental care delivery system for the Division of Health.

DENTAL HEALTH VISITS AND SERVICES, 1972 - 1976					
YEAR	1972	1973	1974	1975	1976
Children Visits	11812	10287	7013	9543	3466
Adult Visits	3537	3417	3753	4357	4191
X-Ray Exams	5194	3969	5726	6281	5807

BUREAU OF COMMUNICABLE DISEASE CONTROL

The Bureau of Communicable Disease Control addresses itself to the many problems that infectious and other diseases cause, thereby affecting the health and well-being of the population of the City of Newark and its surrounding areas. The major thrust of this bureau is to prevent communicable and other reportable diseases from occurring and controlling them when they do occur. The functional areas of service are; Epidemiologic Services, Laboratory Analysis Sample Collection Services, Swimming Pool Inspection and Water Analysis Sample Collection Services, Rabies Control, Central Communicable Disease Registry Maintenance and General Services.

Prior to 1976, the policy of the Newark Health Department's Bureau of Communicable Disease Control was to initiate immunization procedures to all Newark children entering the Newark School System for the first time. Once admitted into the school, it became the responsibility of the school's health service to complete the immunization schedule.

The implementation in September 1975 of Chapter 14, Immunization of Pupils, into the New Jersey State Sanitary Code, placed a tremendous burden on the Health Services of the Newark Public School System. To help alleviate this condition, the Newark Health Department broadened its scope as to its immunization policy.

In 1976, this Bureau played an important role in one of the most ambitious immunization programs ever undertaken in this country.

During February 1976, at Fort Dix, New Jersey, an outbreak of influenza occurred among military recruits which resulted in one death. This influenza was confirmed and identified as Swine Influenza and designated as A/New Jersey/76.

The Newark Health Department, under the aegis of the New Jersey Department of Health, set up a committee to formulate plans for an immunization program in Newark. Personnel from this Bureau were selected to this committee and besides aiding in the overall planning, were directly charged with the responsibility to recruit and train enough people to implement this program. The personnel of this Bureau spent many long hours on instructing and training persons in the operation and use of the immunization guns. Approximately 115 persons were trained and actively participated.

VENEREAL DISEASE CONTROL

The Bureau of Venereal Disease Control is responsible for venereal disease testing and treatment as well as investigation follow-up and educational presentations.

In 1976, Newark reported 140 cases of primary and secondary syphilis, which represents a 43.5% reduction from the 1975 total of 248 cases.

The Bureau was encouraged by the fact that not only did the incidence of early syphilis decline greatly, but they also found and examined 431 more contacts than last year.

This reflects a greater tenacity in interviewing techniques, a higher degree of competence in investigation, and a more thorough approach to syphilis epidemiology.

The persistent effort of the Bureau and other agencies involved in the venereal disease control has resulted in the City of Newark's drop from having one of the highest syphilis rates in the country to now being ranked ninth among major U.S. cities in reported early infectious syphilis.

In 1976, more than 3,314 gonorrhea patients were interviewed and 2,643 contacts were obtained. As a result of examining the named contacts, 762 patients were brought to treatment for gonorrhea, and another 429 patient were treated prophylactically, thus preventing further spread of this disease.

Certain physical and procedural changes were made in the Bureau's clinic to improve patient confidentiality and record-keeping processes.

VENEREAL DISEASE STATISTICS

CLINIC REPORT

	<u>1975</u>	<u>1976</u>
Blood Tests	11,168	11,952
Darkfields	150	114
Total New Patients	398	553
Total Patient Visits	2,944	1,481
Treatments Given	2,467	1,150

Stages

Primary and Secondary	147	141
Early Latent	142	137

Gonorrhea Patients

New Patients Seen	7,667	7,794
Cases Reported	4,204	4,805

Sexual Contacts

Named	3,603	3,446
Found and Examined	2,199	2,630
Found Infectious	951	869

EMERGENCY MEDICAL SERVICES

The Emergency Medical Services Program has a fleet capacity of six ambulances.

The Emergency Medical System is responsible for providing care to a service population which ranges from over one million people during the day to an estimated 400,000 in the evening. This service is provided 24 hours a day everyday of the year in conjunction with the volunteer ambulance squads which exist in the City. In January 1976, the Fire Department transferred operation and control of the Emergency Medical Services to the Department of Health and Welfare ending a dual managing relationship that existed since 1974.

The 33 fire-fighters assigned to emergency medical services were returned to regular field assignment within the fire department. The 14 fire cadets remained with Emergency Medical Services as the system's personnel base. The Department of Health and Welfare began the development of a civilian system during the early months of 1976. Through the auspices of the CETA Program and the cooperation of the Department of Health and the College of Medicine and Dentistry, Emergency Medical Services was able to train 30 emergency medical technicians.

In May 1976 Fire Department personnel were requested to lend on-site technical assistance to the service. During the eight (8) months assignment of two Fire Department Consultants, structural and administrative procedures were developed and instituted with a view toward stabilizing the service. A full time Director was assigned to the program in November 1976.

MULTIPHASIC DRUG TREATMENT PROGRAM

In 1973, the Department of Health and Welfare and the Addiction Planning and Coordination Agency established the Multiphasic Drug Treatment Program to serve the needs of resident addicts. The program is unique as a multi-modality program, which provides methadone maintenance, an outpatient drug-free residential therapeutic community, and inpatient detoxification service through continuing contracts with three community treatment agencies: House of Insight, Soul-O-House and New Well Drug Rehabilitation Center. It operates from the Old Babies Hospital, which the City purchased and renovated for that purpose and it includes a central intake, diagnostic and referral component operated by the New Jersey College of Medicine and Dentistry, a fourteen-bed inpatient detoxification unit, and a comprehensive health examination unit.

The Multiphasic Drug Treatment Program has served more than 6,000 drug abusers in Newark. In an effort to increase the number of clients served, the Department is exploring the possibility of expanding drug treatment services by opening an additional therapeutic community, another methadone maintenance facility, and a youth oriented outpatient drug-free program which in concert with existing programs, will offer the most appropriate service available to Newark residents.

The Multiphasic Drug Treatment Program continued providing medical examinations to all addicts participating in the program as well as monitoring and evaluating the treatment programs on a regular basis during the year

The most significant accomplishment of the program in 1976 was the addition of an out-patient methadone maintenance modality to the Multiphasic Drug Treatment System. This new modality is currently administered by the City of Newark.

TREATMENT ALTERNATIVE TO STREET CRIME

A major and significant component of the Drug treatment system is the Treatment Alternative to Street Crime Project (T.A.S.C.), which addresses the inadequacy of the criminal justice system to deal with the drug abuser defendant by providing drug treatment as an alternative to incarceration in the expectation that such an approach will reduce his criminality and thus significantly impact on the overall incidence of crime in Newark.

The T.A.S.C. Program interviews, screens, identifies and refers more than 1,500 addicts to treatment. All clients participating in the program are tested for opiates, methadone, cocaine, barbiturates, amphetamines, vallium and librium. The progress of each client is monitored during treatment to provide the courts and all other authorized representatives with appropriate progress reports.

In 1976, significant progress was made in two major areas. The T.A.S.C. Urinalysis Lab was licensed by the State of New Jersey to perform urine testing for drug.

In addition the T.A.S.C. Program received a one month grant from the State Law Enforcement Planning Agency to divert arrested drug addicts into treatment programs.

ALCOHOLISM CONTROL PROGRAM

Alcoholism and alcohol abuse are community problems of grave proportions. No data exists on how widespread the problem is in Newark, but apparently it is increasing markedly each year and involves school-age children and adults in all socio-economic groups. A survey conducted by the National Council on Alcoholism concluded that 5% of the adult population are alcoholics. Based on this study, it is estimated that the alcoholic population in Newark has reached approximately 10,000.

The seriousness of the problems caused by alcoholism is amplified by the fact that an additional four persons are affected by each alcoholic, thereby increasing the total number of persons directly affected to 40,000.

A statistical report by the Newark Police Department reveals that over a five-year period (1970-1975) 1,925 arrests were made of persons driving while under the influence of alcohol, and 1,389 persons were charged with public inebriation.

As the concept has evolved that alcoholism is not purely a social problem, but a significant medical and health care concern as well, the need for more comprehensive services has increased. However, services currently provided by the public and private sectors remain fragmented, widely dispersed, and lacking the necessary scope to meet the total needs of the target population.

Cognizant of the need to develop comprehensive alcoholism services, the Department of Health and Welfare, with the assistance of a planning

grant from the New Jersey State Department of Health, has established as a priority the development of a coordinated comprehensive alcoholism treatment system, whose ultimate goal is to coordinate comprehensive effective service for patients suffering from all degrees of alcoholism. High priority targets are drunk drivers referred by the courts, welfare assistance clients with alcohol problems, patients with drinking problems who are hospitalized for other reasons, and individuals on probation.

Prevention of alcoholism and assurance of care for those already afflicted demands vastly expanded efforts to educate the public. During 1976, the Alcoholism Control Program began the planning phase for a comprehensive alcoholism treatment system. The major accomplishment during this period was the groundwork which was laid for the development of the Mayor's Task Force on Alcoholism.

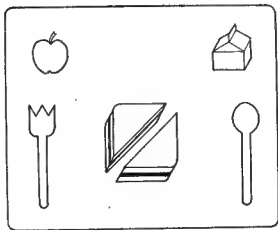
SUMMER FOOD PROGRAM

Good Nutrition plays an important role in growth and development. In Newark, there are approximately 135,000 children who can potentially benefit from special nutrition programs.

When school is in session, many children participate in the school lunch program. During the summer months, however, the Newark Summer Food Program (SunUp) has the responsibility of providing nutritious meals to children on a daily basis, over a 10 week period.

Many of the children served by this program would otherwise be deprived of a nutritious meal because of the absence of school lunch and breakfast program during the summer.

In 1976, the SunUp program expanded its meal service to include breakfast, lunch, snacks and dinner. With a base population of 42,000 children, SunUp served 4,323,728 meals during the 10 week period, with a total budget of more than three million dollars.



NEWARK OFFICE OF ELDERLY AFFAIRS

The Newark Office of Elderly Affairs (N.O.E.A.) was established to provide a comprehensive, cooperative approach to planning for, and implementing the delivery of services to elderly residents in the City of Newark. Utilizing a centralized administration approach, N.O.E.A. provides:

- . Coordination of existing elderly services
- . A referral mechanism to insure the provision of necessary life-support
- . A community Health Care System
- . Coordination of new and existing inner-city travel system
- . A city-wide network of Multi-Purpose Senior Citizen Centers
- . A public information network for providers and users.

N.O.E.A. came under new management early in 1976. By September a Multi-Purpose Center for Senior Citizens was opened in the City's South Ward. This new center brings the total number of centers under N.O.E.A.'s administration up to two sites, showing a combined enrollment of 693 seniors by the end of the year. Due to a mid-year demand for increased meals at the Ironbound Multi-purpose Center for Senior Citizens, the Nutrition Program for the Elderly began a delivery of 110 meals a day at the site.

The purchase of five mini-vans for the dual purpose of transporting seniors to and from the Multi-purpose Centers and implementing a non-emergency transportation program, brought N.O.E.A. closer to its long-range goal of providing transportation alternatives for its service population, 20

A major objective of N.O.E.A. is to either develop or participate in a variety of social activities for senior citizens. Major events which occurred during 1976 include: The Senior Citizen Jamboree; The Third Annual Senior Citizen Boat Ride; the Second Annual Thanksgiving Day Dinner; and the first Senior Citizen Bazaar.

The 1976 action year saw N.O.E.A. moving even closer as the designated Newark agency to plan senior citizen programs and develop a comprehensive structure for city-wide service delivery.

RETIRED SENIOR VOLUNTEER PROGRAM

The Retired Senior Volunteer Program (R.S.V.P.) provides an opportunity for Newark's elderly population to participate in and become a part of the economic, social and cultural developments in Newark, primarily through volunteer work assignments and job placement for residents sixty years of age and over.

The program made significant inroads in several areas during this action year. Historically, seniors enrolled in the program were more inclined to accept job assignments only in their immediate vicinity. However, through a concentrated counseling effort, staff has encouraged many seniors to accept assignments in the City's business district.

Enrollment increased during the year by 105 senior volunteers and 16 volunteer work sites. With these increases, the program has a total of 475 volunteers and 47 volunteer work sites. Two of the seniors enrolled this year and successfully assigned to jobs were mentally retarded. The program intends to expand its enrollment of mentally retarded seniors in its next action year.

The New Hope Management Agency donated their new multipurpose center to R.S.V.P. The seniors assigned to this site will serve as a volunteer pool for last minute placement needs. R.S.V.P. sponsored several supportive service activities which includes orientation sessions, parties and outings. Prudential Insurance Co, Burry Biscuit Co., Rutgers University, the Ladies Garment Union, City National Bank, Whigham's Funeral Home, New

Jersey State Opera and many other local businesses and agencies were instrumental in providing these activities to the seniors.

WOMEN, INFANTS AND CHILDREN SUPPLEMENTAL FOOD PROGRAM

The primary goal of the Newark Women, Infants and Children Supplement Food Program, is to reduce the incidence of nutrition related disorders; such as anemia, growth retardation, prematurity, malnutrition and child morbidity by providing supplemental foods of a high nutritional value in conjunction with nutrition education and on-going comprehensive health care services.

The Newark WIC Supplemental Food Program began operation in April, 1974. Since that time, program recipients have received 193,121 food packages. In 1976, 96,399 food packages were mailed to program participants. Forty-nine per cent of the food packages dispensed since the program began, were distributed to program participants 1976. This high rate of performance is attributed to a steady rate of enrollment combined with low no-show rates. The high non-show rates experienced by the program in earlier years (caused primarily by patient hardships in traveling to centers to pick-up vouchers) was reduced in 1976 all participants has been placed on the mailing system.

WIC PROGRAM 1976

<u>MONTHS</u>	<u>FOOD COSTS</u>
January	\$139,745.62
February	136,443.75
March	152,638.70
April	144,009.50
May	138,598.52
June	151,680.11
July	141,290.53
August	144,579.10
September	143,043.45
October	143,689.33
November	152,268.78
December	156,086.26
TOTAL	1,744,073.65

WIC PROGRAM ENROLLMENT IN 1976

WOMEN	12,591
INFANTS	21,245
CHILDREN	<u>54,483</u>
TOTAL	88,299

CHILD CARE NETWORK

The Child Care Network administers a comprehensive child care delivery system within the City of Newark. This system encompasses a variety of models for the care of children away from parental supervision and provides technical assistance, consultation and advice, utilizing the team approach in conjunction with the state and private interest groups. In addition, concentrated efforts are made to establish linkages to supportive services that are vital to the enhancement of quality care for the children in Newark.

The network accomplished several activities in 1976 that were in the development stages in previous action years.

- . Implemented a preventive health education service program for child care. This was accomplished by working in cooperation with existing health care providers to expand their services to include the child care centers.
- . Provided vital assistance in the opening of two child care centers for parents not eligible under Title XX guidelines. There are now, an additional 90 child care slots available to the Newark community at a minimal fee.
- . Co-Sponsored a conference, with the Community Mental Health Center, to discuss the implementation of 24 Hours Comprehensive Emergency Service Programs in Newark.
- . Developed training opportunities for parents and staff of city funded child care centers to further increase competencies of child

care personnel.

- . Assisted the Babyland Day Care Center with the development of a Family Day Care Satellite System
- . Established a mechanism to render technical assistance and comprehensive professional information and referral services to the child care centers, community agencies and individuals. These services included, but were not restricted to, securing space for child care centers, setting up new child care centers, funding assistance and employment referrals.
- . Completed the final draft for the Office of Early Childhood Services
- . Completed the improvement of the in-house fiscal and programmatic reporting system.

The most significant accomplishment in 1976 was the collaboration of local social agencies to plan in Newark. This was achieved through the joint efforts of the Day Care Coordinating Council, the Community Mental Health Center and the Child Care Network. The result of this combined effort has been the receipt of a \$100,000 grant for implementing a Comprehensive Emergency Services Program.

CENTRAL MANAGEMENT AND DEVELOPMENT UNIT

The Central Management and Development Unit was created for the purpose of developing and implementing the concept of the Community Health Services Network. In doing so, the unit managed and coordinates a city-wide system of neighborhood health centers, and departmental funding for other ambulatory care and community based health programs. C.M.D.U. accomplishes its program with seven functional areas:

- Claims Processing
- Community Supportive Health Services
- Contract Monitoring and Compliance
- Grant Development
- Health Facilities Planning
- Patient Care Coordination
- Epidemiological Research

The Central Management and Development Unit realized many of its long range objectives during the 1976 calendar year. The hiring of key staff maximized its production. This enabled the unit to centralize certain functional areas and expand supportive function's impact throughout the network. The Claim Processing and Accounting Systems became realistic as centralized functions; both are tightly structured check and balance procedures which have increased overall efficiency, especially in reimbursements received from third party payors.

Community Supportive Health Services provided the necessary public health information support in the unit. A major success was the development of a comprehensive community information program for the Dayton Community Health Center. Media con-

tributions relating to specific and general health information were accomplished through radio station WBGO, cable T.V. and the Compre Health Chronicle. In-service education programs were presented at various hospitals and neighborhood health centers throughout the Newark community. Community Supportive Health Services also provides technical assistance to other community health service programs in their efforts to establish and maintain viable community advisory boards.

Contract Monitoring and Compliance is a self explanatory function. It also insures the timely flow of information between the health centers, the department's management information unit, the funding source, and upon request, other agencies. The number of health center reimbursement claims identified by Contract Monitoring and Compliance for 1976 were 7,363 contract patient visits. The visits were 20% of 36,243 actual patient visits to the four health centers under contract.

The funding for the Neighborhood Health Center Expansion Project allowed for the construction of two health centers. The Dayton Community Health Center was completed and opened for patients during the last quarter of 1976. The second center, the old Americal Legion Hospital was in its final stages of renovation by the end of the year. Completion is targeted for June 1977.

During 1976, various initiatives, at the federal, state and local levels promulgated the submission of funding applications. An application for the construction of a new Public and Community Health

Services Complex was filed with the Economic Development Administration. A formal designation process, from the Bureau of Health Manpower Analysis, to have areas declared as "Critical Health Manpower Shortage Areas (C.H.M.S.A.) has been completed. Three Community Health Services Network Centers; Dayton Community Health Center, North Newark Community Health Center and Gladys E. Dickinson Neighborhood Health Center were declared C.H.M.S.A.'s. As a result of that disposition, an application was submitted for three National Health Services Corps physicians, to work out of the three C.H.M.S.A. designated centers.

NEWARK HEALTH PLANNING AGENCY

The Newark Health Planning Agency has the responsibility of planning for community health services within the City of Newark and reviewing those health projects which have a major impact on the delivery of health care. It is one of the few local health planning agencies which exist across the country in cities of similar size.

The major responsibilities of the agency include: (1) assessing the health needs of the community; (2) developing reliable baseline statistical information; (3) developing a city-wide comprehensive health plan; (4) staff assistance to the 21 member Newark Health Planning Advisory Council; (5) internal planning for the Department of Health and Welfare; and (6) reviewing state and federal legislation for their effect on local health policy and programs.

In terms of data collection, a survey was initiated on the number of physicians who have offices in Newark. Preliminary findings indicate that many Newark physicians are over 60 years of age and that the City has witnessed more than 60% decline in physicians since 1955.

Among the note-worthy progress made in 1976 was the development of the 1976-77 Newark Comprehensive Health Plan. This Plan briefly pinpoints 16 major health problems which exist in Newark and sketches goals, objectives and strategies for reducing these problems.

Other major accomplishments include advancements in consumer and provider input in the health

planning process. The Fifth Annual Newark Comprehensive Health Planning Conference, which was held on December 2, 1977 marked still another achievement in the Agency's continuing effort to involve the Newark community in the dynamics of local health planning. A rather unique approach was used at this year's conference which consisted of 11 symposiums with more than 44 speakers and over 500 participants.

The Newark Health Planning Advisory Council met twelve times during 1976 reviewing more than 36 major health proposals and certificate of need applications. The Council also played a significant role in negotiating with the Regional Health Systems Agency for the development of a Sub-Area Council in Newark under the jurisdiction of the Health Planning and Resource Development Act.

The first priority of this federal legislation is the provision of primary care for medically underserved populations especially those which are located in rural or economically depressed areas. The New Health Planning Legislation has a number of implications for municipalities across the country. The overriding issue, however, is that local government must carve out a more definitive role for itself in the health planning process or its concerns will be compromised by decisions made at other levels which may not prove to be as sensitive to the City's problems as may be needed to solve them. Accordingly, more emphasis must be placed on developing and stabilizing local planning capabilities, and the necessary steps taken to insure that the regional H.S.A. is responsive to the needs of New Jersey's largest City - Newark.

—ZSNDWOT—OZS

DIRECTOR'S REPORT

The Division of Inspections performs four types of inspections: Building, Electrical, Plumbing and Demolition. Subsequently the division consolidates and coordinates all regulatory inspections structures. It makes all building, plumbing and electrical inspections authorized or required by law. And, it issues all relevant permits.

On November 5, 1976, the Department of Community Affairs formally adopted the Uniform Construction Code. This will take effect on January 1, 1977. The regulation requires passage of a resolution indicating whether the City will retain jurisdiction for enforcement of the Construction Code. The principle features of these regulations include new applications, permits, fees which must be paid to the State and Central Permit Office must be established, one permit for all construction, and new administration and enforcement process. The City is now using the International BOCA Code.

Armand Lembo, Director
Division of Inspections

BUREAU OF CODE ENFORCEMENT

The Bureau of Code Enforcement is responsible for the enforcement of state laws and local ordinances with regards to the proper maintenance of housing within the community. The Bureau assures compliance with the laws and regulations pertaining to the health, safety, maintenance, use and occupancy of public and private dwellings and vacant lots. These functions are carried out through the use of inspections, administrative hearings, and Municipal Court proceedings.

This year, many of the inspectors had an opportunity to attend school, taking courses in environmental sanitation in preparation for a First Grade Sanitary License. The number of night and weekend inspectors were increased to investigate the large number of heat complaints during the winter.

Major accomplishments in 1976 include the inspection of the Ivy Hill apartment complex which consists of 10 buildings and 2,100 family units. In addition, the Bureau responded to over 700 heat complaints during one of the worse winters in 100 years.

CODE ENFORCEMENT

Summary of Activities for 1976

Court Cases	2,361
Dwellings Inspected	30,151
Dwellings In Violation	18,075
Dwelling Violations Abated	12,749
Dwelling Units Inspected	40,660
Dwelling Units In Violation	30,634
Dwelling Units In Violation Abated	15,673
Written Notices to Owner	10,276
Written Notices to Tenants	492
Rooming Houses Inspected	668
Rooming House Units Inspected	2,016
Multiple Dwelling Inspections	10,777
Multiple Dwelling Units Inspected	9,161

BUREAU OF BUILDINGS

The major purpose of the Bureau of Buildings is to insure public safety, health and welfare as they are affected by building construction in the community. The Bureau interacts with the public, architects, engineers and building contractors. Building plans must be filed with the Bureau for the issuance of a building permit.

In 1976 the Bureau of Buildings began a reorganization process due to the changeover and adoption of the mandatory New Jersey Uniform Construction Code.

Major accomplishments during this period include a system of district assignments for inspectors. Additional progress was made in the area of billing for elevator inspection certificates.

BUREAU OF BUILDINGS

Statistics for 1976

	<u>TOTAL</u>
Dwellings Inspected	10,051
Dwellings with Violations	900
Commerical Inspections	4,958
Elevator Inspections	4,147

BUREAU OF PLUMBING

The Bureau of Plumbing inspects public and private buildings, houses, swimming pools and hotels to insure safe plumbing and adequate heating. The Bureau conducts inspections upon the receipt of complaints and referrals. Block to block inspections are also performed as well as liason services with the real estate, sewer, water, and welfare departments.

Another important function of the Bureau consists of issuing plumbing, heating, and air conditioning permits.

Special emphasis was placed on the South and Central parts of the City with regards to plumbing complaints, during 1976. There was a marked improvement in productivity and violations were dealt within a more expeditious manner.

BUREAU OF PLUMBING

1976 Inspections

TOTAL FOR 1976

Dwellings Inspected	5,531
Real Estate Inspections	503
Sewer Inspections	785

ELECTRICAL BUREAU

During the past year, the Electrical Bureau continued its inspections of electrical food vending machines, dance halls and theatres, new and old construction and real estate property sold through HUD and the Veterans Administration in compliance with the 1975 Electrical Code requirements. Complaints from Public Service Electric & Gas Company and referral agencies were handled promptly and court action was taken against any violators who did not comply with the Code. The Bureau is on call 24 hours a day and 7 days a week for emergencies with the Fire Department and Public Service Electric Co.

The Electrical Bureau has initiated a new four part application to speed up the process of obtaining permits and reduce paper work for Inspectors and Clerks.

ELECTRICAL BUREAU

Comparison Report of Operations

	<u>1975</u>	<u>1976</u>
Electrical Permits Issued	2,389	2,127
Certificates of Approval	1,805	1,753
Dwellings Inspected	2,447	2,296
Dwellings Re-Inspected	2,698	1,726
Dwelling Units Inspected	6,720	7,780
Dwelling Units Re-Inspected	8,538	5,744
Dwellings with Violations	962	1,273
Commercial & Other Inspections	2,229	2,861
Violations Found	3,940	5,001
Violations Abated	2,102	1,665
Notices Abated	426	764
Recommendations for Court	164	129

BUREAU OF DOG CONTROL

The Bureau of Dog Control issues dog licenses as well as pet shop and kennel licenses. Free Rabies vaccine is offered for each licensed dog, through a participating veterinarian. Over 866 dogs were vaccinated in 1976.

The Bureau responds to community complaints about stray dogs and other animals, with the use of three equipped dog ambulances and six dog wardens. In 1976 the ambulances picked up 4,834 unleashed dogs and also 883 stray cats. These animals are taken to a local kennel where they are destroyed if not picked up within seven days. The Sanitation Department is supplied with one truck to pick up dead animals on the street.

In 1976 the dog trucks were equipped with two-way radios. The use of these radios has reduced the response time involved in abating complaints.

BUREAU OF DOG CONTROL

No. of Animals picked up:

Dogs	4834
Cats	883
Total	5717

Licenses issued

Dog, Kennel & Pet shops	8367
Seeing eye dogs	2
Complaints answered on live animals	6553
Dogs vaccinated by veterinarian	866
Animals picked up	5,717

FOOD AND DRUG BUREAU

The Food and Drug Bureau is responsible for the inspection and supervision of all articles of food, drugs, and cosmetics. In carrying out this program, it is the responsibility of the Bureau to see that all such articles, in every phase of their preparation for sale, comply with all Federal Laws, State Regulations, and all local Ordinances.

The Bureau made 5,610 sanitary inspections of food, drug and cosmetic operations, meat, milk, ice cream, and restaurants in the City of Newark.

Routine and continuous samplings were made of various types of food for laboratory analysis, for compliance with legal standards. Samples that do not meet the standards are condemned, salvaged or turned over for legal prosecution.

Suspected food poisoning complaints are thoroughly investigated, evaluated, and reported to the New Jersey State Health Department, the Federal Food and Drug Administration, or the U.S. Department of Agriculture.

Major accomplishments during 1976 include: a tavern survey for sanitary requirements and compliances; continuation of a food handler's licensing program; and the inspection of the feeding sites for the summer food program and the elderly nutrition program.

BUREAU OF FOOD AND DRUG CONTROL

Statistics for 1976

Total Inspection & Reinspections	5,789
Milk Licenses Issued	822
Food Handlers Licenses Issued	892

BUREAU OF WEIGHTS & MEASURES

During 1976 every weighing and measuring device used in the trades in the City of Newark was inspected and tested for accuracy by the Bureau of Weights and Measures.

The Bureau made tremendous efforts to protect consumers from misrepresented commodities. Thousands of labels on pre-packaged commodities were inspected to make certain that the labels were clearly informative as to the contents of such packages.

Packages were re-weighed to ascertain whether the quantity on the packages were in fact what the consumer was receiving. Also to prevent the perpetration of fraud, fuel and oil deliveries were checked enroute, to ensure that the meters were properly sealed and that dealers did not resort to "riding delivery tickets" a method used to cheat consumers.

Essential to the community is having a system to receive and pursue complaints. The Bureau has such a system and proudly announced that they thoroughly investigated all incoming complaints for 1976.

An effort was made to locate dealers with dishonest tendencies and penalize those that have violated the Weights and Measures statutes.

BUREAU OF INDUSTRIAL HYGIENE & AIR POLLUTION

The Bureau of Industrial Hygiene and Air Pollution Control functions as one agency with two distinct responsibilities.

With regards to Industrial Hygiene, the bureau inspects all places of employment with respect to ventilation, illumination, natural and artificial gases, fumes, vapor and mists in order to protect workers from physical hazards, exposure to toxic and infectious substances and the prevention of occupational diseases.

Air Pollution Control activities involve the inspection of buildings, industries and fuel burning equipment (both stationary and mobile), in an effort to prevent open burning. The Bureau also issues permits and licenses for the installation of fuel burning equipment.

The Bureau tries to maintain air quality at a level that will not be hazardous to the health of Newark Citizens or destroy plant life and property. Inspectional activity during the year emphasize strict enforcement of the Industrial Hygiene and Air Pollution Control Ordinances. As a result, numerous violations were found abatements obtained, and court penalties imposed for non compliances.

Eight inspectors and supervisors received special training on the solid waste management responsibilities of New Jersey Local Control Officials. This training was sponsored by Rutgers University and the State Department of Environmental Protection.

AIR POLLUTION CONTROL BUREAU

Statistics for 1976

Total Inspections	11,440
Violations found	446
Abatements	288
Smoke readings	5,794
Open fires found	51
Open fires put out	51

INDUSTRIAL HYGIENE BUREAU

Statistics for 1976

Total Inspections	10,989
Violations Found	2,623
Abatements	853

URBAN RODENT CONTROL PROJECT

The Rodent Control Project has the contractual responsibility for the concentrated attack against the infestation of rodents (*Rattus norvegicus*); and the provision of an improved and constant environmental health maintenance level for the residents within the specified target areas in the City of Newark; this is accomplished through these program units.

- Central Control (general administration, planning and controlling)
- Community Participation (out-reach environmental education and surveying)
- Extermination (rat-killing, trapping, technical consultations)
- Code Enforcement (permise and dwelling unit inspections)
- Cleanup (removal of bulk refuse (harborage)

For operational and efficiency purposes small areas were selected from the general target area and the program units, as mentioned above, were deployed in these areas as opposed to diluting project resources throughout the general target area. This program operational modification is the Project's critical mass approach to preventing and controlling rat infestation in the target area commencing August 1976.

As per funding source recommendation, the Rodent infestation complaint reception and response system was de-constructed in August 1976.

CHILDHOOD LEAD POISONING PREVENTION & CONTROL PROGRAM

The Childhood Lead Poisoning Prevention and Control Program screens children aged 1-6 years old for lead poisoning, by blood analysis for lead content and erythrocyte protoporphyrin. Children determined to have confirmed elevated blood lead levels are referred for medical evaluation to a physician of their choice or to one of the several hospital lead clinics in Newark. The program is coordinated with the College of Medicine and Dentistry which provides follow-up and treatment through its lead clinic and in-patient facilities. The College's Laboratory of Environmental Toxicology and the New Jersey State Health Department laboratory in Trenton are each responsible for analysis of a portion of blood samples collected.

In addition to the above, it is the program's responsibility to identify sources of environmental lead in each case of a child with an elevated blood lead level and to eliminate each such source from the child's environment by code enforcement and/or emergency hazard reduction. According to the latest census information, 29,000 children are presumed to be at risk of lead poisoning in Newark.

The acquisition of a Department of Commerce (Title X) grant permitted the program to expand its follow-up activities. A pediatric consultant (physician) was hired on a part-time basis to monitor the pediatric management of high-risk children.

A part-time pediatric nurse practitioner was hired in order to better provide comprehensive health care by giving preventive and therapeutic treatment

under medical direction and teaching positive health measures in addition to assisting in determining specific needs and resources for the Lead Program Clinics.

In addition, program out-reach workers are now present at twelve Child Health Conference sessions weekly in an effort to screen the higher risk children.

Of 2269 children screened in 1976 and determined to be positive upon initial screening, 1804 or 80% of the total, received confirmation tests. This is in marked contrast to a confirmation rate of 65% which prevailed at the end of 1975. This increase in performance is largely due to the increased usage of the erythrocyte protoporphyrin method of analysis of blood specimens by those laboratories affiliated with the program.

Due to increased emphasis on follow-up on high-risk children 163 children received chelation therapy during 1976, both on an in-patient and out-patient basis.

WELL KNOWN



DIRECTOR'S REPORT

It gives me pleasure to submit to you the Annual Report of the Division of Welfare of the City of Newark for 1976.

You will note that during the past year we served a larger number of indigent persons than ever before in the history of the City Welfare Division.

Expenditures also reached a new high - including both City and State shares.

The expenditure which is growing most rapidly is for health care. The bulk of our disbursements are for in-patient care of eligible clients at Martland Medical Center of New Jersey College of Medicine and Dentistry. We pay more for one day's care of a client there, than we provide to him to meet all of his costs for food, clothing and shelter for a month, when he is not hospitalized. This disparity should be a cause for concern among our City officials, and the State.

With limited resources, we have not yet been able to develop a comprehensive plan for preventive health services to our client population.

We believe that the City must aggressively pursue the goal of Federal assumption of responsibility to provide a minimum income for all persons, regardless of the reasons for their need, and regardless of their health, age or family status.

We repeat our recommendation of seven years ago, for a campaign to place New Jersey in the ranks of its sister industrialized northeastern states in providing Medicaid coverage to General Assistance

clients and to the medically indigent. To ask the City to bear the mounting costs of health care for these two large and needy groups is anachronistic.

Only by these two approaches can we expect to begin to reduce Welfare expenditures in the City.

We are truly a City that provides a home and assistance to the needy, and we should remain so committed; but we need new resources to help us meet their needs.

It would not be right to conclude this introduction without a word for the dedication shown by our staff, which is seriously undermanned, but which has been grappling with the massive problems with courtesy and efficiency.

Audrey Massiah, Director
Division of Welfare

SOCIAL AND REHABILITATION UNITS

The goal of the Social and Rehabilitation Unit is to utilize effective management and resource planning to ensure responsible implementation of services.

It is the responsibility of the Social and Rehabilitation Unit to evaluate on an individual basis each recipient of general assistance and provide services leading toward the goal of economic independence.

Caseloads of single individuals and childless couples are geographically assigned to Social Caseworkers for service, after eligibility has been established by members of the Investigational Units.

Services include, but are not limited to: Planning with the client for an improvement in his condition; referral to training and employment resources, evaluation and treatment of psychological barriers to self-support, and identification of and solution to the social needs of the client for adequate housing, transportation and other facilities to improve the quality of life.

Through proper scheduling for monthly eligibility reviews, the Social Casework staff has been successful in meeting the mandate of the eligibility requirements.

Monthly eligibility reviews for all able bodied clients are conducted within the office while non-ambulatory clients continue to be reviewed through scheduled home visitation.

QUALITY CONTROL SECTION

The Quality Control Section was initiated in October 1976. Its goal is to improve the Agency's work quality, with particular emphasis on the Social Case Work Staff, in accordance with guidelines prescribed by state mandates, in order to provide needed financial assistance and related services to those eligible

The Section plans to review a 5% representative sampling of the Agency's caseload annually, as well as other related reviews. This sampling is an extremely detailed undertaking, involving a complete review of case records and related materials, one or more client eligibility interviews at home visits or in the office, and collateral investigations to verify all statements relative to pertinent eligibility factors. Relevant regulations and procedures are then reviewed on a continuing basis with the respective Case Work Staff. From October to December 1976, 160 such case reviews were conducted.

The Section also reviews the findings of the State Division of Public Welfare's Bureau of Quality Control, as conveyed to us in their Quality Control Summary Reports, each of which deals with a specific case. These reviews are conducted following the same procedures outlined above for in-house case reviews, with modifications as required by the particular State Report. From October to December 1976, 115 such case reviews were conducted.

In December 1976, the Quality Control Section reviewed all of the Finance Unit's active client ledger cards to determine the number of clients who had not received checks for two months or more, and those whose cases should therefore be reviewed

by their case workers for possible closing. Two hundred and three such cases were tabulated, out of 9,776 ledger cards reviewed. Also, in December 1976, the Section classified the Agency's caseload into 10 categories to be used for study by the State Division of Public Welfare. Nine thousand, seven hundred and thirty nine cases were tallied.

1976 BURIAL

During the year 1976, the Division of Welfare paid out a total of \$36,065.00 to the Directors of various funeral homes selected by members of the family or friends of the deceased.

The City's Burial Unit was able to collect \$11,431.18 from the Social Security Administration and other resources.

CITY BURIALS - 1976

<u>MONTHS</u>	<u>ADULTS</u>	<u>CHILDREN</u>	<u>STILLBORNS</u>
January	15	0	0
February	7	9	3
March	8	0	1
April	8	0	0
May	10	1	2
June	9	0	1
July	7	0	0
August	8	0	0
September	8	3	3
October	9	6	7
November	3	3	1
December	<u>6</u>	<u>9</u>	<u>3</u>
Total	98	31	21

SUPPLEMENTARY SECURITY INCOME ESSEX COUNTY WELFARE REFERRALS

Special Services is the unit responsible for servicing all welfare recipients pending Supplementary Security Income, and acceptance by Essex County Welfare Board.

As the liaison office, for both agencies, it is of paramount importance to maintain up to date files on all cases, in order to prevent duplication of payments and effect a significant reduction in the area of fraud.

While S.S.I. may have proven to have been a boon to many, it has been adverse in the respect that those previously receiving food stamps, become ineligible once they are approved for Supplementary Security payments.

Unfortunately the program's period of determination is still a lengthy one, and without financial assistance from the Division of Public Welfare, those persons pending S.S.I. would suffer a severe hardship.

Replacing past state and federal programs, S.S.I. is administered by the Social Security Administration, and financed with federal tax revenues.

The amount received is based on how much other income one has. Applicants meeting S.S.I. eligibility requirements, within the following three categories: disabled, legally blind, and those in need 65 years of age and over, are automatically qualified for Medicaid.

Designed to provide cash assistance at a basic level, the program does not place liens on a person's home, and insurance policies and automobiles are exempt, depending upon their value.

Nursing home recipients are re-evaluated every five months to determine eligibility for continued nursing home care.

Request for reconsideration of a claim that has been denied, must be filed within 6 months of the time notice of the decision is made.

This may be done in writing to the local social security office. Referral appointments to S.S.I., Social Security and Division of Youth and Family Services are scheduled by the Special Service Unit with respect to the following procedure:

1. Division of Youth and Family Services:

Children living in a household where a parent relationship cannot be proven, are eligible for D.Y.F.S. assistance. According to policy, the Division of Public Welfare renders assistance to all cases referred by D.Y.F.S., pending acceptance by that Agency.

Essex County Welfare Board

2. Aid to Dependent Children:

Pregnant women without husbands or resources are provided assistance by the Division of Public Welfare. These clients are referred to the Essex County Welfare Board in their eighth month of pregnancy, and are accepted for Categorical

Assistance upon birth of the child.

3. Aid to Families of the Working Poor:

Legally married couples awaiting the birth of their first child, are eligible for General Assistance and in the eight month of pregnancy are referred for Categorical Assistance.

4. Supplemental Security Income:

Disability Assistance: Clients that are declared permanently and totally disabled by a private doctor or the Medical Evaluation Clinic are referred to S.S.I. While determination is being made, assistance is provided by the Division of Welfare.

5. Old Age Assistance:

Welfare recipients 65 years and over are referred to S.S.I. with proper verification of their eligibility.

Aid to Needy Blind:

Clients declared legally blind may be referred for Supplemental Security Income. Pending acceptance by that Agency, assistance is granted by the Division of Public Welfare.

Improving the delivery of the referral system between Agencies and maximizing the availability of services offered by said Agencies to our clients, is the main goal of the Special Service Unit.

SSI - ECNB 1976

Pending SSI	1592
New Referrals	337
Total Pending	<u>1929</u>

Pending ADC	131
New Referrals	290
Total Pending	<u>421</u>

Cases Referred to D.P.W. by ECWB	50
Cases Referred to D.P.W. by SSI	563
Total Cases Referred	<u>613</u>

Cases Accepted by ECWB and SSI	901
Cases Denied by SSI - Re-referred	478
**Cases Closed for other reasons	97
Total Disposed of	<u>1476</u>

Breakdown of Cases accepted by ECWB and SSI

Aid to Dependent Children	561
S.S.I. payments	320
Old age assistance	7
Aid to needy blind	0
A.F.W.P.	<u>13</u>

Total	901
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DOMESTIC RELATIONS UNIT

The following statistics reflect the receipt of \$24,394.97 in support payments during 1976.

Child support payments continued to decrease from \$60,287.03 in 1975 to \$24,394.97 in 1976. This decrease was due to the transfer of 124 cases in 1976 to the Essex County Welfare Board, as a result of the new transfer procedure. Combined total of cases transferred in 1975 and 1976 is 165 cases.

Bench warrants issued against defendants for contempt in support payments are still not being processed due to lack of personnel and priorities. Criminal warrants supersede civil warrants which are not given much consideration. As a result, support monies that should have been received from putative fathers are not forth-coming.

There has been a total of 4,012 contacts in all facets of Domestic Relations operations during 1976.

FRAUD CASES - 1976

Fraud complaints, reimbursements	241
Processed (court action)	176
Resolved by affidavit	65
Full or partial restitution	143
Pending cases	82
Pending Grand Jury action	14
Restitution (through cashier's office \$61,396.87)	

COMBINED CASES SERVICED BY THE DOMESTIC RELATIONS DIVISION IN 1976

PATERNITY CASES

Complaints Taken	22
Guilty Pleas	18
Not Guilty "Pleas"	4
Paternity Trials	3
Filiation Orders	20
Persons Ineligible	12
Termination Orders	16
Transferred E.C.W.B. (Through Probation)	124

CONTEMPT AND FRAUD CASES

Arrears Letters	56
Employment Clearances	42
School Verifications	111
Summons to Defendants	265
Summons to Plaintiffs	160
Court Appearances	420
Bench Warrants	176
Case Entries	445
Letters to Attorneys	2
Defendants Committed	1

NON-SUPPORT CASES

Referrals	30
Informal Hearings	11
Formal Hearings	19

MISCELLANEOUS

Office Interviews	212
Telephone Calls (Incoming)	986
Telephone Calls (Outgoing)	825
Letters (Miscellaneous)	32

DRUG REHABILITATION PROGRAM

There are three Residential Drug Facilities in Newark, New Jersey under the Department of Public Welfare: (1) Integrity, (2) Cura and (3) Renaissance.

One caseworker is assigned to investigate and supervise eligibility, resources, legal settlement and legally responsible relatives in the residences. Regular visits are made to each house.

As of 12/31/76 - 144 cases were accepted - 69 were rejected and 78 cases were closed. There are 69 active cases.

HOSPITAL AND NURSING HOMES

Hospitals: During 1976, 1,682 applications for hospital payments were investigated for eligibility and for payment under G.A. regulations. Three hundred and six applications were accepted for payment and 1,291 cases were rejected because of ineligibility.

Nursing Homes: A total of 32 patients were processed and placed in Nursing Home, a complete investigation of eligibility, resources, legal settlement and legally responsible relatives is completed. Each patient is referred to proper agencies such as: Social Security Administration. Veteran's Administration and others. There were 19 active cases as of 12/31/76.

GOALS: To increase productivity by greater efficiency and priority

OBJECTIVES:

1. To provide increase and prompt services to hospital clients.
2. To keep precise records of all Hospital and Drug Cases.
3. To make clients aware of all health and counseling services.
4. To make all information available to clients so that there is clear understanding of the G.A. Manual
5. To co-ordinate all programs within the Unit for a feeling of self-assurance by staff.

1976 ACTIVE WELFARE CASES - HOSPITALIZATION

N.J. COLLEGE OF MEDICINE & DENTISTRY

<u>MONTHS</u>	<u>DAYS</u>	<u>AMOUNT</u>
January	1,801	349,700.17
February	840 776	154,509.60 150,675.92
March	1,985	365,120.90
April	1,723	316,928.62
May	2,115	389,033.10
June	2,297	422,510.18
July	1,880	345,807.20
August	2,296	422,326.24
September	1,655	304,420.70
October	1,690	310,858.60
November	2,073	381,307.62
December	1,156 808	212,634.64 151,912.08
TOTALS	23,095	4,277,745.57

RESOURCES AND LEGAL SERVICES UNIT

This unit has many facets. Its main concern is clarifying the legal settlement of individuals whose place of legal residence is in question. This covers three areas: persons who live in Newark but possess legal settlement in another community in New Jersey, those living out of the city but have legal residence in Newark, and those clients who live in Newark but possess a non-state status due to the lack of a sufficient period of independency prior to application or who have derivative settlement in another state.

When a client resides in Newark but possesses residence in another municipality in New Jersey which can be verified, it is the responsibility of this agency to service the case in issuing Public Assistance, and be of aid in resolving other problems of our clients. For this service the city of Newark will receive 100% reimbursement for all monies expended. Conversely, when a client possesses Newark settlement but is being serviced by another municipality by virtue of the fact that he or she resides in another municipality, our agency must reimburse the serving municipality for Public Assistance rendered.

When a case is classified as possessing no residence in New Jersey, reimbursement is approved for the issuance of General Assistance to the extent of 80% of the total cost expended while the case remains active.

It is also the responsibility of this unit to return transients who find themselves stranded in Newark but possessing legal residence elsewhere. When

When proof of same has been established, arrangements are made to return the individual to his or her place of legal residency by the least expensive means available.

SETTLEMENT CASES INVOLVING INTER - AND INTRA - STATE ACTION DURING

	<u>1975</u>	<u>1976</u>
1. Intra - State settlement questions	374	320
2. Allegations sent by Newark D.P.W.	221	318
2A. Acknowledgements received in response to #2	206	130
2B. Protests received in response to #2	0	39
2C. Allegations pending response to #2	—	54
3. Allegations received by Newark D.P.W.	484	621
3A. Acknowledgements sent in response to #3	295	426
3B. Protests sent in response to #3	189	195
4. Non - State cases referred to Trenton	544	563
5. Non - State cases active in files	655	764
6. Inquiries received re; former Newark residents	120	216
7. Transients returned to other states	20	3
7A. Non - State reimbursable Transients (of #7)	19	3
8. Intra - State transients	6	8

MEDICAL EVALUATION UNIT

The Medical Evaluation Unit processes requests for payment of Newark resident's hospital charges provided that the individual is not active with this agency, that legal residence in Newark can be established and the hospital is outside of Essex County. In these cases applications must be made while the patient is receiving in-bed care at the hospital and this application must be processed by the City Welfare office in the municipality where the hospital is located. Eligibility for General Assistance must be established and the hospital charges based upon the Blue Cross semi-private rate of that particular hospital will subsequently be included in the monthly billing from that municipality.

During the latter part of 1976 we instituted a review of the cases that were Newark's responsibility but serviced by other municipalities. In the review we stressed four pages of GA-19 and complete Social Studies. Whenever we came across any of the above lacking, we sent a reminder to the responsible municipality outlining the need for the necessary form to complete our case. We have had some success, but we plan to follow up on cases where the information has not been supplied.

MEDICAL EVALUATION CLINIC 1976 YEARLY REPORT

MONTH	APPOINT- MENTS MADE	CLIENTS EXAMINED	CLIENTS FAILED	CLIENTS CANCELLED
JANUARY	151	80	71	none
FEBRUARY	103	35	68	none
MARCH	166	94	69	3
APRIL	25	13	11	1
MAY	109	65	43	1
JUNE	162	94	68	none
JULY	122	65	52	5
AUGUST	151	82	69	none
SEPTEMBER	153	80	68	5
OCTOBER	117	26	89	2
NOVEMBER	89	94	44	1
DECEMBER	<u>81</u>	<u>37</u>	<u>42</u>	<u>2</u>
TOTAL	1429	715	694	20

STENOGRAPHIC UNIT

The Stenographic Unit has the responsibility of performing numerous and varied assignments; such as transcribing and typing case summaries, typing of correspondence, and doing detailed clerical work for the General Assistance Program of the Division of Public Welfare.

The Unit receives social case studies upon completion of the investigation and evaluation of the application for Public Assistance by the Social Caseworker. The application is then set up in chronological order, and various letters are typed and sent out to substantiate eligibility for financial aid.

A new dimension has been added to the Stenographic Unit's work, the processing and control of "Redomicle-Transfer Cases". The Stenographic Unit is required to record, process, chronologically arrange all correspondence and forms, and expedite cases for prompt action to the Finance Unit.

The financial books of the Division of Welfare are closed each month, and the Unit is required to submit a monthly report to the Director of Welfare, including the pending cases, and a list of the active cases due for dictation during the current month.

There was no increase in the number of staff within the Stenographic Unit during 1976. The total production rate achieved by the Unit during 1976 is as follows: Cases transcribed 2,825, lines typed 103,393, Miscellaneous work 15,292.

STENOGRAPHIC UNIT

	<u>1976</u>
Openings, Re-openings, and Rejects	6,799
Social Case Studies and Chronos	779
Closing Summaries	6
Additional Information	40
Re-Instatements	8
Transfers	1,802
Form 288	188
Form 462A Closings	5,334
Employment Clearances	2,026
Relative Contact Letters	2
Miscellaneous Letters	529
Re-Domiciles	1,781
Transfers	1,802
Re-Investigations (Reinstated)	8
Fraud Cases	83
Rescind Rejects	60
Quality Control	44

